

JOB DESCRIPTION

Business Energy Ombudsperson

NJ Board of Public Utilities

August 31, 2005

The Business Energy Ombudsperson position requires a number of management skills—including coordination, responsiveness, and time management—and the ability to work in a team environment. The candidate should have experience in business and/or public relations, communications, the energy industry, with state and federal government grants and/or other related skills.

Chief responsibilities include helping New Jersey businesses with obtaining information and assistance concerning State energy costs, potential benefits resulting from switching to or utilizing third-party energy suppliers and State energy programs, subsidies and grants to reduce energy costs and promote energy efficiencies. The Ombudsperson will also work with Board staff to assist in creating public information programs and communications materials designed to acquaint and educate businesses about the duties and responsibilities of the office and the various types of assistance available to businesses.

Additional responsibilities include assisting businesses in their application process for State energy program rebates, incentives and grants. The Ombudsperson will also monitor the impact of State energy costs on business projects and activities and on business decisions to relocate to this State and identify and recommend new energy cost reduction strategies including State programs, subsidies and grants to help businesses reduce their energy costs. The Ombudsperson will coordinate with the Economic Development Authority and Commerce Economic Growth and Tourism Commission to recruit businesses to New Jersey and provide recommendations on energy policies that would make relocating or locating to New Jersey a viable business option.

Questions and resumes should be directed to Chicqueta Britton-Nutt, Director of Administration, at 973-648-2287 or at Chicqueta.britton-nutt@bpu.state.nj.us.

This is an unclassified position. Salary will be commensurate with experience.

For more information on the New Jersey Board of Public Utilities, please visit our website at www.bpu.state.nj.us.